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To: Supervisor Hilda L. Solis, Chair
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From: Sachi A. Hamai
Chief Executive Officer

REPORT BACK ON AN INVENTORY OF BOARD REPORTS FROM PUBLIC SAFETY DEPARTMENTS (ITEM NO. 39-C, AGENDA OF FEBRUARY 16, 2016)

On February 16, 2016, the Board of Supervisors (Board) directed the Chief Executive Officer (CEO) and Executive Officer of the Board (Executive Office) to coordinate with the Countywide Criminal Justice Coordination Committee (CCJCC) on an inventory of all public safety reports received by the Board offices and to recommend in writing any improvements to the format, frequency, or content of these reports. The Board expressed its interest in ensuring that standing reports presented to the Board are generated with the most efficient use of resources to minimize unnecessary burdens on departments, while at the same time ensuring that information needed by the Board to support policy decision making is effectively presented.

To conduct the inventory, the Board of Supervisors Report Tracking System was reviewed to identify recurring reports on public safety-related issues. One-time report backs requested by the Board were not included. Departments were also asked to identify reports they submit to the Board on a regularly scheduled basis and were consulted for recommendations on report management. The identified reports and recommendations are provided below and are summarized in Attachment I.

Office of the Inspector General (OIG)

Reports: OIG currently generates three separate reports for the Board: 1) status reports on the reform recommendations generated by the Citizens Commission on Jail Violence; 2) general updates on OIG activities; and 3) status updates on the effectiveness of the Memorandum of Agreement to share and protect confidential information with the Sheriff's Department (Sheriff). These reports are currently also placed on Board agendas for presentations in a staggered schedule.

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Recommendations: The submission of multiple standing reports on reforms and oversight efforts with regard to Sheriff's does not provide the Board with information in the most efficient manner. It is recommended that the reports generated by the OIG be consolidated into one quarterly report for the Board.

Public Safety Realignment

Reports: The Chief Probation Officer, as chair of the Public Safety Realignment Team (PSRT), provides quarterly reports on the implementation of AB 109, in coordination with partnering agencies. Reports address workload statistics, updates on departmental performance measures and outcomes, and operational successes and challenges. These reports are placed on Board agendas for presentation.

Separately, the CEO submits quarterly reports to the Board on the AB 109 budget expenditures by County departments.

Recommendations: Public safety realignment was implemented in October 2011, and the multi-agency effort to generate reports each quarter takes significant time and resources. It is recommended that the Probation Department (Probation) PSRT presentations to the Board be scheduled on an annual, rather than quarterly basis.

However, to ensure that the Board continues to receive timely updates on implementation status, it is also recommended that quarterly reports continue to be filed as written submissions with a specific focus on implementation data and updates to departmental performance measures.

Finally, it is recommended that the expenditure reports prepared by the CEO be consolidated with these quarterly implementation updates.

Electronic Monitoring Contract Compliance

Reports: Sheriff and Probation each provide monthly reports to the Board on contract compliance of their electronic monitoring provider, currently Sentinel Offender Services.

Recommendations: The use of electronic monitoring is an important tool for managing the offender population, and quality control of vendor services is critical, regardless of the status of the monitored individuals. As a result, it is recommended that the Sheriff and Probation reports be consolidated into one submission on a quarterly basis to ensure consistency and coordination of timing.

Corrective Action Plans (CAPs)

Report: The CEO, County Counsel, County Risk Manager, and Risk Management Inspector General report quarterly to the Board on efforts to relieve the existing backlog of CAPs and Summary Corrective Action Plans (SCAPs), address compliance of the established procedures for CAPs and SCAPs, and track payments made for settlements.

Recommendations: In order to provide information to the Board in an efficient manner, it is recommended that the quarterly CAP reports to the Board be scheduled on a semi-annual, rather than quarterly basis.

Civil Grand Jury Report

Reports: The Civil Grand Jury submits annual reports to the Board on its activities throughout the year, including its inquiries into the conditions and management of custody facilities within the County.

Recommendations: No changes are recommended.

Pay for Success

Report: The CEO provides semi-annual reports on the status of the County's pursuit to develop and launch the County's first Pay for Success (PFS) project, "Just in Reach."

Recommendations: While the CEO led the development of the County's PFS Blueprint and review of project proposals, the Department of Health Services (DHS) is the lead department designing and implementing the PFS project "Just in Reach". It is recommended that the CEO work with DHS to provide the next pre-launch report due in August and that the implementation status reports on the initiative be provided by the DHS Office of Diversion and Reentry thereafter.

AB 900 Mira Loma Project

Report: The CEO's Office provides quarterly updates on the status and progress of the Mira Loma Detention Facility as a project of the AB 900 grant program.

Recommendations: No changes are recommended.

Developed in conjunction with the impacted departments, the recommendations provided above would help manage the timing and coordination of public safety reports, maximize the use of departmental resources, and present the Board with information in a more cohesive, integrated manner.

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Countywide Review of Reports to the Board

The February 16, 2016 request for an inventory of public safety reports included an amendment that expanded the review to all departmental reports countywide.

To that end, the CEO and the Executive Office are in the process of cataloguing all recurring reports that are submitted to the Board for review, regardless of subject matter and reporting department. The offices will continue to work with each department on report scheduling and to develop recommendations for presenting report information in the most efficient and effective manner, including the use of data dashboards and other visualization aids that can be used to track data and other measures on an ongoing basis. This review will explore practices in both public and private sectors and will build on existing County efforts.

One example of these efforts is the ongoing development of the Justice Automated Information Management Statistics system (JAIMS) by the Information Systems Advisory Body in coordination with multiple departments. JAIMS retrieves data and records from various agencies' systems, matches records through common identifiers, and uses matched information to generate anonymized, real-time justice statistics. As the architecture for systems such as JAIMS is built, efforts to maximize its utility by developing reporting solutions that most effectively present the statistical reports generated should be prioritized.

The complete report back to the Board on the countywide review of reports is due to the Board by August 16, 2016. Should you have any questions regarding the information provided on public safety report recommendations, you or your staff can contact Sheila Williams, Public Safety, at (213) 974-1155 or Mark Delgado, Executive Director of CCJCC, at (213) 974-8398.

Attachment

SAH:JJ:SW
MD:DC:cc

c: Executive Office, Board of Supervisors
 County Counsel
 Sheriff
 Health Services
 Probation

	Lead Agency (Agencies)	Report Topic	Description	Date of Board Request	Current Schedule	Recommendations
1	Office of Inspector General; Sheriff's Department	Status Report on Citizens Commission on Jail Violence Reforms	Status on the reform recommendations generated by the CCJV	11/25/2012	Quarterly (on Board Agenda)	All three OIG reports should be consolidated into one report that is presented on a quarterly basis.
2	Office of Inspector General	OIG Report	General updates on OIG activities		Quarterly (on Board Agenda)	
3	Office of Inspector General	MOA with LASD	Status updates on the effectiveness of the MOA to Share and Protect Confidential LASD information, including any incidents of non-cooperation	12/15/2015	Bi-monthly	
4	Probation; CCJCC, LASD, DMH, DPH, DHS	Public Safety Realignment (Operations)	AB 109 implementation data captured by departments, status updates on departmental performance measures, and discussion of key implementation challenges and accomplishments	12/11/2012	Quarterly (on Board Agenda)	Presentations to the Board should be scheduled on an annual basis; quarterly implementation updates should be continued as written submissions, with CEO expenditure information included
5	CEO	Public Safety Realignment (Budget/Expenditures)	AB 109 budget status updates, including summary of revenues and expenditures	10/8/2013	Quarterly	
6	LASD	Los Angeles County Offender Monitoring System	Updates on contract compliance by Sentinel Offender Services	9/10/2013	Monthly	Sheriff and Probation Department reports on electronic monitoring contracts should be consolidated in a single coordinated submission on a quarterly basis.
7	Probation	Adult Electronic Monitoring Program	Updates on contract compliance by Sentinel Offender Services	11/26/2013	Monthly	
8	Civil Grand Jury	Civil Grand Jury Annual Report	Findings of investigations conducted by the Civil Grand Jury		Annual	No change
9	CEO, County Counsel, County Risk Manager, Risk Management Inspector General	Corrective Action Plans (CAPs) and Summary Corrective Action Plans (SCAPs) Enhanced Process	CAPs and SCAPs updates, including backlog reduction, compliance, and settlement payment tracking efforts	4/14/2015	Quarterly	Reports should be scheduled on a semi-annual basis
10	CEO	Pay for Success	Status updates on the County's Pay for Success efforts with the Board of State and Community Corrections grant program	8/11/2015	Semi-Annual	Following pre-launch, recommendation that ODR assumes reporting responsibility
12	CEO	AB 900 -- Mira Loma Project	Updates/developments on the Mira Loma jail project and eligibility for AB 900 grant funding	9/1/2015	Quarterly	No change